Board of Physician Quality Assurance
Supplemental Renewal Form

> # Most Frequently Asked Questions

1. **Why should I complete Part B?**

    The information you contribute is important in identifying areas where individuals cannot access health care services. This data is used by policymakers to assist individuals in areas that are underserved, poverty stricken, and/or uninsured.

2. **Do I need to complete multiple forms if I practice at several sites?**

    NO. Physicians that practice at several sites must complete only one form. However, you will need to enter the name of the sites you practice at on Question 9 for "Primary" and Question 10 for "Second". For more than two sites, please attach a list of site locations along with your name, address, and license number.

3. **Am I required to complete the form if I do not live in Maryland?**

    YES, because you practice under a Maryland License.

4. **What is meant by "current area of concentration/specialty"?**

    "Current area of concentration/specialty" refers to your area of expertise. Please refer to the list of codes provided on the back of the application.

5. **What is meant by "Primary Practice/Office Location"?**

    "Primary Practice/Office Location" would be the "base-office" (the office where you spend most of your time that is also your business office).

6. **What is my Maryland Medical Assistance Rendering Provider Number and how do I obtain one? (Question 8B)**

    Any physician who renders services to Medicaid recipients must have a unique Rendering Provider Number for billing purposes under the Maryland Medical Assistance Program. If you are a physician under contract with a hospital, clinic, etc., please contact your business office for information regarding your designated number. Specific inquiries regarding Medicaid-specific numbers may be directed to 410-767-5340.

7. **What is an Employer Tax ID number and how do I obtain one?**

   An Employer Tax ID number is a 9-digit number issued by the federal government (Internal Revenue Service). If you do not have an Employer Tax ID number, you will need to contact the Maryland Department of Assessments and Taxation at 410-767-1340.

8. **How would I code jurisdiction if I practice in several locations?**

   Please code primary, second, and all additional sites according to your base-office location.

9. **What is my Maryland Medicaid Provider Number?**

   The Maryland Medical Assistance Program issues Medicaid Provider Numbers to practitioners for billing purposes. Please contact the Maryland Medical Assistance Program directly for more information at 410-767-5340.

10. **What is meant by Setting, Practice, Primary Role, Secondary Role, and Private/Public? (Question 9, last section)**

    Please refer to the "Code Sheet" for multiple choices, such as:

    - Setting: Select one that best describes your office site
    - Practice: Select one that best describes your professional entity
    - Primary Role/Secondary Role: Select one that best describes your discipline
    - Private/Public: Select one that best describes your affiliation

11. **What is a UPIN Number and how may I obtain one?**

    A Unique Physician Identification Number (UPIN) is assigned after the initial application is processed by Trailblazers Health Enterprise. You may directly contact Trailblazers for more information on their procedures at 410-229-5454.

12. **Why are questions concerning charity care included on the survey?**

    Information on uncompensated (charity) care is very important in measuring available resources to help serve needy populations. The information you provide is kept strictly confidential.